



TOWN OF BOXBOROUGH NOTICE OF PUBLIC MEETING

BOARD/COMMITTEE: Steele Farm Committee

MEETING DATE: August 21, 2025

TIME: 7:03 pm

PLACE: Steele Farm Barn

ATTENDEES: Christopher Hydak (Chair), Fred Waugh, Catie Coyne, Joe Ferguson

Non-Board Member Attendees: Joe Stulpin, John Fallon

1. Approve minutes of June 5th, 2025

Fred made a motion to approve contingent on correcting misspelling, Catie seconded. All approved.

2. Committee Liaisons - Wes Fowlks (Select Board) and Joe Stulpin (Finance Committee)

3. Finance

No updates to financial picture. The \$3k inconsistency is still outstanding; Christopher will follow up with the town. John noted that Phase III funding is associated with a Community Preservation Committee (CPC) warrant article. The CPC will ask by December if we want to close out Phase III or leave it open. Christopher made a motion to ask the CPC to keep it open another year, Joe seconded. All in favor, motion passed.

4. Farm Maintenance

a. Mowing Plan

Paths are generally in good shape. Chris, Joe, and Fred will communicate about mowing and addressing weeds this weekend.

b. Haying Contract – Christopher

No update from Owen, but Max has hayed once already.

c. Old Milk House concrete removal - Melissa

Completed. Melissa will ask DPW to seed the bare area.

d. Pollinator Garden

Catie and Melissa weeded today. Discussion of options for getting wood chips, including ChipDrop and Treemasters. Melissa will reach out to Treemasters to see whether they will donate wood chips.

e. Parking lot status – Christopher

No update.

5. Building Maintenance

a. Ice House Painting – Andy

Fred will coordinate with Andy about getting a team together for painting before cold weather sets in.

b. Barn Organization – Christopher

Chris has composed a document (“Steele Farm Barn Organization Rules”) that outlines responsibilities of town organizations that use the barn for storage.

c. Farmhouse lanterns – Catie

Catie researched alternatives for lanterns. John noted that design should be simple to reflect historical use of the farmhouse. Discussion of town bylaw regarding ambient light; John noted that that Mike Johns could assess whether light options are consistent with the bylaw. Next step: choosing a small number for Mike to assess.

6. Old business

a. Capital Plan

Every year the committee should update the capital plan and update it as necessary. John noted that CPC deadline for funding is September 23.

b. Handbook

No update.

c. Garbage cans

Discussion of appropriate garbage cans for dog waste. This topic will be tabled for now.

d. Antique Furniture at the Old Schoolhouse #2

Melissa and Fred viewed the available furniture (a desk and a church pew). The provenance of the furniture is unclear. Committee leans towards not taking possession of the furniture. Christopher made a motion to pass on possessing the furniture; Joe seconded. Motion passed.

e. Steele Farm Engagement Flyer

Origin of this idea was to engage residents as we seek guidance for Phase IV of the farmhouse renovation. Catie reiterated that Boxborough residents west of the highway are typically less engaged in town activities. Discussion of options for engaging residents, including engaging with the recreation committee. John noted that engagement has historically been a problem for residents west of the highway, that posting a quarterly article in the Senior Buzz is an option for engagement, and that the library is another option for posting flyers. Catie offered to help Christopher design a flyer.

f. Trustees of Reservations walk-through

Christopher walked the property July 31 with Trustees of Reservations representatives, who were impressed with the level of maintenance.

7. New business

a. Sustainability Committee - Climate Action Plan

Christopher, Catie, and Fred reviewed the document and had no comments from the perspective of the SFC.

8. Next meeting date

Thursday, September 18, 2025 at 7 pm at the barn.

9. Adjournment

Christopher motioned to adjourn, Catie seconded. Meeting adjourned at 8:04 pm.